GTCC Monthly HL3 APC Teleconference Meeting Minutes

Meeting Name	GTCC Monthly HL3 APC Teleconference
Meeting Chair	DON eBusiness Operations Office
Date	7 September 2004
Time/Location	2:00 – 2:30 pm

Attendees

Command Name		
DONEBUSOPSOFF	DIRSSP	NAVSEA
AAUSN	FSA	NAVSUP
BUPERS	LANTFLT	SECGRU
BUMED	ONR	SPAWAR
CNI	NAVAIR	SPECWAR

Meeting Agenda/Objectives Items

Objective #	Objectives
1.	HL3 Teleconferences
2.	GSA SmartPay Conference
3.	2005 DON eBUSOPSOFF APC Conference
4.	DOD Data Mining Pilot
5.	Delinquency Rate
6.	e-Mail Subscription
7.	HL3 General Discussion
8.	Next Teleconference

Meeting Minutes/Action Items

Agenda #	Minutes
1.	**HL3 Teleconferences**
	Due to the number of phone lines available for the teleconference, please do not invite lower level APCs to dial into the teleconference. If lower level APCs have issues that need to be addressed, they should relay the information through their HL3 APC.
	An e-mail was sent out last month requesting feedback regarding the effectiveness of the monthly HL3 teleconferences. If you have suggestions for topics to be covered or improvements, please send an e-mail to Travel_Card@navsup.navy.mil.
	During the teleconference please keep your phone muted unless you are asking a question. It is very distracting to everyone when sideline conversations and background noise can be heard.
2.	**GSA Conference**
	We would like to get feedback regarding last month's GSA SmartPay conference.

Agenda #	Minutes
	Excellent info…too crowded…no handouts...
	When will the presentations be available on the internet? **EBUSOPSOFF presentations have already been posted to the website. BoA presentations will be posted to the helpdesk website NLT 17 Sep 04.**
3.	**2005 DON eBUSOPSOFF APC Conference**
	28 Feb – 4 Mar 04, Westin Bonaventure Hotel, Los Angeles, CA. Registration will be open 1 Oct 04.
	Please send in suggestions for topics/sessions, availability/willingness to be a presenter and breakout session requests ASAP – we are already starting to plan!
	Will HL3 APC attendance be mandatory**? It has not been stated, however, since it has been mandatory in the past, chances are it will be in 2005 as well.**
	In order to reduce expenses, books will not be printed and distributed at the conference. All presentations will be posted to the eBUSOPSOFF website one week prior to the conference.
4.	**DOD Data Mining Pilot**
	eBUSOPSOFF has been asked by DFAS to participate in a one year datamining pilot being conducted by DOD, BoA & VISA. eBUSOPSOFF will work with the transactions provided from the pilot and compare them to those found in our MAP process. We may send some of the transactions/reports to the HL3 APCs for verification. If the pilot goes well, it may be mandated that all GTCC participants use the datamining tool.
	The next MAP report should be sent out by 17 Sep 04. Please make sure all responses from the lower level APCs are returned to eBUSOPSOFF via the HL3 APC. Thanks for your assistance – it will make the process less confusing.
5.	**Delinquency Rate**
	Congratulations!!! The delinquency rate is at a historical low. Everyone is doing a great job - please continue your vigilance!
6.	**e-Mail Subscription**
	eBUSOPSOFF is emplementing a new e-mail subscription our website. When program information and updates are sent out to HL3 APCs, it will also be sent out to the Travel Card e-mail subscription list.
7.	**HL3 General Discussion**
	Do reservist accounts transfer to the gaining activity or remain with the reserves? **If the reservist is on active duty orders for 30 days or longer, the account should be pulled into the gaining hierarchy.**
	Does the exemption from use of the GTCC while enroute to point of departure apply to reservists as well as active duty military? e**BUSOPSOFF will research the issue.**
	How do we claim the continuing education credits earned at the GSA SmartPay Conference? eBUSOPSOFF will research the issue.
8.	**Next Teleconference**
	The next GTCC HL3 Monthly teleconference will be held on 5 October 2004 at 2:00pm.
	Teleconference dial-in number: 1-888-818-9740
	Participant Code: 77032

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